SCTC No. 16

# COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND SCHEDULED TRIBES

(FOURTH LOK SABHA)

**THIRTEENTH REPORT**

**MINISTRY OF STEEL AND HEAVY ENGINEERING**

## Reservations for Scheduled Castes and Scheduled Tribes in Heavy Engineering Corporation Limited

**LOK SABHA SECRETARIAT**
**NEW DELHI**

*November, 1970/Kartika. 1892 (Saka)*

301. 412 R

*Price: Re. 1.00*

# LIST OF AUTHORISED AGENTS FOR THE SALE OF LOK SABHA SECRETARIAT PUBLICATIONS

| Sl. No. | Name of Agent | Agency No. |
|---|---|---|
| | **ANDHRA PRADESH** | |
| 1. | Andhra University General Cooperative Stores Ltd., Waltair (Visakhapatnam) | 8 |
| 2. | G.R. Lakshmipathy Chetty and Sons, General Merchants and News Agents, Newpet, Chandragiri, Chittoor District. | 94 |
| | **ASSAM** | |
| 3. | Western Book Depot, Pan Bazar, Gauhati. | 7 |
| | **BIHAR** | |
| 4. | Amar Kitab Ghar, Post Box 78, Diagonal Road, Jamshedpur. | 87 |
| | **GUJARAT** | |
| 5. | Vijay Stores, Station Road, Anand. | 35 |
| 6. | The New Order Book Company, Ellis Bridge, Ahmedabad-6. | 63 |
| | **HARYANA** | |
| 7. | M/s. Prabhu Book Service, Nai Subzimandi, Gurgaon, (Haryana). | 14 |
| | **MADHYA PRADESH** | |
| 8. | Modern Book House, Shiv Vilas Palace, Indore City. | 13 |
| | **MAHARASHTRA** | |
| 9. | M/s. Sunderdas Gianchand, 601, Girgaum Road, Near Princess Street, Bombay-2. | 6 |
| 10. | The International Book House (Private) Limited, 9, Ash Lane, Mahatma Gandhi Road, Bombay-1. | 22 |
| 11. | The International Book Service, Deccan Gymkhana, Poona-4 | 26 |
| 12. | Charles Lambert & Company, 101, Mahatma Gandhi Road, Opposite Clock Tower, Fort, Bombay. | 30 |
| 13. | The Current Book House, Maruti Lane, Raghunath Dadaji Street, Bombay-1. | 60 |
| 14. | Deccan Book Stall, Ferguson College Road, Poona-4. | 65 |
| 15. | M/s. Usha Book Depot, 585/A, Chira Bazar, Khan House, Girgaum Road. Bombay-2 B.R. | 55 |
| | **MYSORE** | |
| 16. | M/s. Peoples Book House, Opp. Jaganmohan Palace. Mysore-1. | 16 |
| | **RAJASTHAN** | |
| 17 | Information Centre, Government of Rajasthan, Tripolia, Jaipur City. | 38 |
| | **UTTAR PRADESH** | |
| 18. | Swastik Industrial Works, 59, Holi Street, Meerut-City. | 2 |
| 19 | Law Book Company Sardar Patel Marg, Allahabad-1. | 48 |
| | **WEST BENGAL** | |
| 20. | Granthaloka, 5/1, Ambica Mookherjee Road, Belghuria, 24 Parganas. | 10 |
| 21. | W. Newman & Company Ltd., 3, Old Court House Street, Calcutta. | 44 |
| 22. | Firma K. L. Mukhopadhyay, 6/1A, Banchharam Akrur Lane, Calcutta-12. | 82 |
| 23. | M/s. Mukherji Book House, 8-B, Duff Lane, Calcutta-6 | |

| Sl. No. | Name of Agent | Agency No. |
|---|---|---|
| | DELHI | |
| 24 | Jain Book Agency, Connaught Place, New Delhi. | 11 |
| 25 | Sat Narain & Sons, 3141, Mohd. Ali Bazar, Mori Gate, Delhi. | 3 |
| 26. | Atma Ram & Sons, Kashmere Gate, Delhi-6. | 9 |
| 27 | J. M. Jaina & Brothers Mori Gate, Delhi. | 11 |
| 28 | The Central News Agency, 23/90, Connaught Place, New Delhi. | 15 |
| 29. | The English Book Store. 7-L, Connaught Circus, New Delhi. | 20 |
| 30 | Lakshmi Book Store, 42, Municipal Market, Janpath New Delhi. | 23 |
| 31. | Bahree Brothers, 188 Lajpatrai Market, Delhi-6. | 27 |
| 32 | Jayana Book Depot, Chapparwala Kuan, Karol Bagh New Delhi. | 66 |
| 33. | Oxford Book & Stationery Company, Scindia House. Connaught Place, New Delhi—1. | 68 |
| 34 | People's Publishing House, Rani Jhansi Road, New Delhi. | 76 |
| 35. | The United Book Agency 48, Amrit Kaur Market, Pahar Ganj, New Delhi. | 88 |
| 36. | Hind Book House, 84, Janpath, New Delhi. | 95 |
| 37. | Bookwell, 4, Sant Narankari Colony, Kingsway Camp, Delhi-9. | 96 |
| | MANIPUR | |
| 38. | Shri N. Chaoba Singh News Agent, Ramlal Paul High School Annexe Imphal. | 7 |
| | AGENTS IN FOREIGN COUNTRIES | |
| 39. | The Secretary, Establishment Department, The High Commission of India, India House, Aldwych, LONDON W.C.—2. | 9 |

## CONTENTS


| | PAGE |
|---|---|
| COMPOSITION OF THE COMMITTEE | iii) |
| INTRODUCTION | (v) |
| I. Historical Background | 1 |
| II. Liaison with the Bureau of Public Enterprises | - |
| III. Adoption of Reservation orders by the Corporation | 5 |
| IV. Extent of Reservations | 11 |
| V. Representation in Services | 14 |
| VI. Measures to clear backlog | 19 |
| VII. Concessions | 23 |
| VIII. Special Recruitment | 25 |
| IX. Maintenance of Rosters | 27 |
| X. In-service Training | 28 |
| XI. De-reservation | 30 |
| XII. Complaint Cell | 31 |
| XIII. Reservation in posts filled by promotion | 33 |
| XIV. Housing Facilities | 35 |
| **Appendices** | |
| I. Recruitment and Promotion policy | 38 |
| II. Statement showing representation of Scheduled Tribes/Castes as on 1-1-1970 | 49 |
| III. Statement showing number of applications received from Scheduled Caste/Tribe Candidates etc. | 50 |
| IV. Total recruitment of Scheduled Castes/Tribes made during last three years | 51 |
| V. Total recruitment of Hatia Displaced/Affected persons made during last three years | 52 |
| VI. Statement showing categories of Training Programme | 53 |
| VII. Summary of Conclusions/Recommendations | 54 |


301.43K

2483 (Aii) LS—1.

## COMPOSITION OF THE COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND SCHEDULED TRIBES

Shri D. Basumatari—*Chairman.*

MEMBERS

*Lok Sabha*

2. Shri P. C. Adichan
*3. Shri Bhagaban Das
4. Sardar Buta Singh
5. Shri Benoy Krishna Daschowdhury
6. Shri Tulsiram Dashrath Kamble
7. Shri Baij Nath Kureel
8. Shri V. Mayavan
9. Shri Meetha Lal Meena
10. Shrimati Minimata Agam Dass Guru
11. Shri Dahyabhai Parmar
12. Shri Nanubhai N. Patel
13. Shri Ramji Ram
14. Shrimati B. Radhabai Ananda Rao
15. Shri Bhola Raut
16. Chawdhury Sadhu Ram
17. Shri B. Shankaranand
18. Shri Suraj Bhan
19. Shri Ramchandra Ulaka
20. Shri R. S. Vidyarthi

*Rajya Sabha*

21. Shri M. V. Bhadram
22. Shri Ganeshi Lal Chaudhary
23. Shri K. S. Chavda
24. Shri B. T. Kemparaj
25. Shri Lokanath Misra

*Elected on 22-4-1970 *vice* Shri Jaipal Singh died.

26. Shri Neki Ram
*27. Shri E. M. Sangma
**28. Shri K. P. Subramania Menon
***29. Shri Sukhdeo Prasad
30. Shri Man Singh Varma

SECRETARIAT

1. Shri B. K. Mukherjee—*Deputy Secretary.*
2. Shri J. R. Kapur—*Under Secretary.*

---

*Ceased to be Member of the Committee on his retirement from Rajya Sabha with effect from 2nd April, 1970 and re-elected on 19th May, 1970.

**Elected on 19th May, 1970 *vice* Shri B. D. Khobargade who resigned from the Committee with effect from 27th February, 1970.

***Elected on 19th May, 1970 vice Shri Dyaldas Kurre who ceased to be the Members of the Committee on his retirement for Rajya Sabha with effect from 2rd April, 1970.

## INTRODUCTION

I, the Chairman, Committee on the Welfare of Scheduled Castes and Scheduled Tribes, having been authorised by the Committee to submit the Report on their behalf present this Thirteenth Report on the Ministry of Steel and Heavy Engineering—Reservations for Scheduled Castes and Scheduled Tribes in Heavy Engineering Corporation Limited.

2. The Committee took the evidence of the representatives of the Ministry of Steel and Heavy Engineering and Heavy Engineering Corporation Limited on the 14th July, 1970. The Committee wish to express their thanks to the Secretary of the Ministry of Steel and Heavy Engineering and the Chairman of Heavy Engineering Corporation Limited and other officers of the Ministry and the Corporation for placing before the Committee material and information they wanted in connection with the examination of the subject.

3. The Report was considered and adopted by the Committee on the 2nd November, 1970.

4. A summary of conclusions/recommendations contained in the Report is appended (*See* Appendix VII).

NEW DELHI;
*December* 2, 1970.
*Agrahayana* 2, 1892 (*Saka*).

D. BASUMATARI,
*Chairman,*
*Committee on the Welfare of Scheduled Castes and Scheduled Tribes.*

## CHAPTER I

### HISTORICAL BACKGROUND

1.1. The Heavy Engineering Corporation Ltd., Ranchi was formed on the 31st December, 1958, under the Companies Act, 1956 to execute the following projects:

(i) Heavy Machine Building Project, Ranchi (HMBP);

(ii) Foundry Forge Project, Ranchi (FFP); and

(iii) Coal Mining Machinery Project, Durgapur (CMMP).

1.2. Subsequently, in November, 1960, the Corporation was entrusted by Government with the execution of the Heavy Machine Tools Project (HMTP). The Coal Mining Machinery Project was formed with a separate Company styled Mining and Allied Machinery Corporation Ltd., with effect from the 1st April, 1965.

1.3. As on the 1st January, 1970, a total number of 18,260 employees was on the staff strength of the Corporation, which included muster roll employees as well.

1.4. The Recruitment Policy of the Corporation was laid down in 1964 (*See* Appendix I). According to this policy, all posts in the Corporation were divided into two categories: Category I : related to posts carrying scales of pay with a maximum of not less than Rs. 575 and Category II related to all other posts not covered in Category I.

1.5. In a written note furnished to the Committee, the Ministry of Steel and Heavy Engineering has explained:

"For Posts in Category I, recruitment is made on All-India basis, merit and qualification being the principal criteria.

For Category II posts, the Corporation has stipulated certain preferences which are given below:

| | |
|---|---|
| First preference: | Persons displaced from the areas acquired from the Projects; |
| Second preference: | Persons belonging to Scheduled Castes and Scheduled Tribes; |
| Third preference: | Persons who have been or are about to be retrenched from other Government |

| | |
|---|---|
| | Undertakings even if such undertakings are located at a distance far away from the area of the Project; |
| red for the Project; | Persons residing in the area in which the Plant is located; and |
| Fifth preference: | Others." |

## CHAPTER II

## LIAISON WITH THE BUREAU OF PUBLIC ENTERPRISES

2.1. With regard to liaison with the Bureau of Public Enterprises, the Ministry of Steel and Heavy Engineering has stated:

> "The Bureau of Public Enterprises has been constituted by the Government of India to advise the Government regarding the functioning of Public Undertakings. From time to time, we received advice from the Bureau of Public Enterprises on various matters. At the level of the Corporation, there is not direct liaison with the Bureau of Public Enterprises."

2.2. In their Office Memorandum date the 25th September, 1969, the Ministry of Finance (Bureau of Public Enterprises) requested all the Ministries and Departments of the Government of India to arrange to forward to the Ministry of Home Affairs, with copies to the Bureau of Public Enterprises and to the Cabinet Secretariat, the annual statements within three months after the close of each calendar year, showing the particulars of recruitment|promotion made in the preceding calendar year, of Scheduled Caste|Tribe candidates. On being asked to state whether any statement as above pertaining to the year 1969 has been furnished by the Heavy Engineering Corporation to the Ministry of Steel and Heavy Engineering, etc., the representative of the Ministry has stated during evidence that there is no statement pertaining to the year 1969 because the directive was issued only in 1970.

2.3. In reply to another question as to what is the system instituted by the Ministry of Steel and Heavy Engineering for keeping a watch over the implementation of the decisions regarding the representation for Scheduled Castes and Scheduled Tribes in the Public Enterprises under their control, the representative of the Ministry has stated during evidence that the directive has been issued only recently.* The Corporation would now be asked to give to the administrative Ministry, etc. the prescribed returns which would be scrutinised on receipt and action whatever necessary would also be taken.

---

*On the 7th July, 1970.

2.4. As regards the annual returns which should have to be furnished by the Public Undertakings to the administrative Ministry and the Ministry of Home Affairs as per instructions contained in the latter's Office Memorandum No. 5|1|63-SCT(1), dated the 4th March, 1964, the representative has confirmed during evidence that these particulars are being furnished by the Corporation to the Home Ministry and the Ministry of Steel and Heavy Engineering.

**2.5. The Committee note that the Corporation would now maintain statistics relating to the employment of Scheduled Castes and Scheduled Tribes according to the proformae devised by the Bureau of Public Enterprises. They also note that annual returns with regard to the employment of Scheduled Castes and Scheduled Tribes are being furnished by the Corporation to the Ministry of Home Affairs and to the Ministry of Steel and Heavy Engineering.**

**2.6. The Committee would like to stress that the statistics on receipt should be carefully examined by the Bureau of Public Enterprises, keeping in view the percentage of reservations prescribed for Scheduled Castes and Scheduled Tribes. The deficiencies, if any, found in the representation of Scheduled Castes and Scheduled Tribes in the services of the Corporation, should immediately be pointed out to the Ministry of Steel and Heavy Engineering as well as to the Heavy Engineering Corporation so that effective remedial steps are taken expeditiously.**

## CHAPTER III

## ADOPTION OF RESERVATION ORDERS BY THE CORPORATION

3.1. On the question of reservations for Scheduled Castes and Scheduled Tribes in the services of the Corporation, the Ministry have informed the Committee that:

> "This Corporation has not fixed any reservation for Scheduled Castes and Scheduled Tribes either for direct recruitment or for promotion. Preferences, as mentioned earlier, apply only at the time of direct recruitment and after an employee has joined the Corporation, he does not get any special preference for promotion."

3.2. Clarifying the matter further, the representative of the Ministry of Steel and Heavy Engineering has stated during evidence:

> "Only recently a directive has been issued to the HEC to follow the system of reservation prescribed for the Government departments. This directive was issued on the basis of a decision which the Cabinet took sometime ago. Until this directive was issued, there was no mandatory order on the Heavy Engineering Corporation to have these reservations and perhaps, while they (the Corporation) followed the spirit of the orders issued by the Home Ministry from time to time, they did not have a system of reservation which was in force in the Government."

3.3. Explaining the term "only recently", the representative of the Ministry has stated* that this directive had been issued to the Heavy Engineering Corporation only 'about two or three weeks ago'. Until this directive was issued, there was no mandatory order for the Heavy Engineering Corporation to have these reservations and perhaps, while following the spirit of the orders issued by the Ministry of Home Affairs from time to time, they did not have a system of reservation which was in force in the Government Departments.

---

*This was on the 14th July 1970.

3.4. Explaining the point how far the orders and instructions issued by the Ministry of Home Affairs are binding on the Corporation, the representative of the Ministry has further stated that, prior to the issue of the directive, some of the circulars of the Ministry of Home Affairs were sent to all the public undertakings (including the Heavy Engineering Corporation) for their information and general guidance, but there had been no directive issued to them to follow these circulars. Nevertheless, in accordance with the statement made by the representative of the Ministry during evidence, the Corporation did take action on the lines of the Home Ministry's general policy in this matter, but there was no formal reservation.

3.5. During evidence, the representative of the Corporation further claimed that although they had not made any particular percentage reservation, they had been taking a very large number of persons belonging to Scheduled Castes and Scheduled Tribes according to their recruitment policy, which contemplated first preference to the Hatia Displaced and Affected Persons, the second preference to the Scheduled Caste and Scheduled Tribe prsons and then later on, to the people from other Government organisations who were declared surplus and then the local people and finally the outside people. According to this policy, the Corporation had been providing employment to a much larger number of Scheduled Castes and Scheduled Tribes than what had been prescribed in the fixed percentage, as long as suitable candidates were available.

3.6. In the context of the recruitment policy of the Corporation for Category II posts, in which first preference is given to persons who are displaced from the site of the Project and the second to Scheduled Castes and Scheduled Tribes, the representative of the Corporation was asked during evidence to indicate the percentage of Scheduled Castes and Scheduled Tribes among the displaced persons from Hatia. In reply, the witness has stated that it is roughly about 60 per cent.

3.7. As already pointed out, while the recruitment to Category I posts is made on an all-India basis, merit and qualification being the principal criteria, recruitment to Category II posts is being conducted by the Corporation apparently on regional basis with preferences as indicated above.

3.8. The population of tribals in Ranchi district and its relation to the total population of the district according to 1961 Census, is

given below:

| Name of the district | Figures of total population | Population of Scheduled Tribes according to 1961 Census | Percentage of Scheduled Tribes population in relation to total population |
|---|---|---|---|
| Ranchi district . | 21,38,565 | 13,17,513 | 61·6 |

3.9. The position of recruitment of Scheduled Castes and Scheduled Tribes in the services of the Corporation was examined by the Estimates Committee (Third Lok Sabha), who, in their Fifty-first Report (1964) observed:

> "The Committee observe that the number of Scheduled Castes and Scheduled Tribes in the employ of the Corporation is less than that prescribed by the Government of India. They hope that the management would give more attention to this matter and recruit more candidates belonging to Scheduled Castes/Scheduled Tribes."

3.10. In a statement showing representation of Scheduled Castes/Scheduled Tribes in the services of the Corporation as on the 1st January, 1970 (*See* Appendix II), furnished by the Ministry, it has been stated that only 0.22 per cent Scheduled Castes and 1.25 per cent Scheduled Tribes are represented in Class I services, 1.54 per cent Scheduled Tribes and *no* Scheduled Castes are represented in Class II services. In Class III and Class IV services these percentages for Scheduled Tribes and Scheduled Castes are 4.19 and 0.51, and 27.21 and 5.44 respectively. The above percentage figures are inclusive of muster roll employees as well, the average for all classes of employees being 12.94 per cent Scheduled Tribes and 2.41 per cent Scheduled Castes out of the total number of 18,260 employees in the service of the Corporation.

3.11. According to the information given by the Ministry of Finance (Bureau of Public Enterprises) to this Committee and referred to in the Committee's Second Report, the public enterprises are free to make their apointments excepting at the top level. Recruitment Policy as circulated by the Government in 1960 laid down that it would be of advantage if persons who came from the nearby places of the location of the project were appointed in the posts in the lower scales. Every effort should be made to give preference to displaced persons from the areas acquired for the projects.

3.12. It was represented before a Study Group of the Committee which visited the site of the Corporation, by the Jharkhand Rajya Morcha Central Committee, Ranchi that lack of employment opportunities in the Corporation was an example of exploitation of the tribals on whose hearths and homes this public undertaking had sprung up. In their representation the non-official organisation has stated:

> "It is painful to state that even in such lower posts as mazdoors, sweepers, oilmen, raggers, blacksmiths, peons, clerks, typists, teachers, stenographers, nurses etc, people from Punjab, Uttar Pradesh, Andhra Pradesh, Kerala, Tamil Nadu and other States are traceable at present. Even petty contracts and supply orders are denied to the Adivasi displaced and affected persons."

3.13. The representative of the Corporation has admitted during his evidence before the Committee that complaints have been received to the effect that officers brought in their own people and the local people did not get adequate chances of employment in the Corporation.

**3.14. The Committee deplore that although the Heavy Engineering Corporation Limited, Ranchi was set up in December, 1958, the management of the Corporation did not follow the system of reservation for Scheduled Castes and Scheduled Tribes in its services as prescribed for the Ministries/Departments of the Government of India, until a directive on the matter was issued to it in July, 1970. They are also unhappy to note that until this directive was issued, the circulars of the Ministry of Home Affairs providing for reservations and other concessions for Scheduled Castes and Scheduled Tribes in services were merely forwarded to the Corporation for its information and 'general guidance' and there was no mandatory directive to it to follow those orders in the matter of its services.**

**3.15. The Committee note that in the Recruitment Policy in regard to all Public Undertakings circulated by the Government in 1960, it has been laid down that it would be of advantage if persons coming from the nearby places of the location of a project are appointed in posts in lower scales. From the figures furnished to them, the Committee note with regret that employment opportunities actually offered to the displaced and affected persons, not to speak of persons coming from the nearby places of the location of the project, are deplorably low.**

3.16. The Committee also note that in accordance with the Recruitment Policy of the Corporation laid down in 1964, while the recruitment of Category I posts is made by the Corporation on an all-India basis, merit and qualification being the principal criteria, recruitment to Category II posts i.e. all posts other than Category I posts, is being conducted on a regional basis with first preference to displaced and affected persons from the site of the project and the second preference to Scheduled Castes and Scheduled Tribes. According to this Recruitment Policy, a greater portion of vacancies in Category II posts should have gone to the Scheduled Castes and Scheduled Tribes who form roughly 60 per cent of the displaced and affected persons from the project area. The Committee consider that the claim of the Corporation that they have been providing employment to a much larger number of Scheduled Castes and Scheduled Tribes than what has been prescribed in the fixed percentages has no relevance to facts.

3.17. The Committee note that recruitment to all posts other than Category I posts in the Corporation is made on regional basis and according to the Government of India reservation orders where recruitment is made on a regional basis, the percentages of reservations for Scheduled Castes and Scheduled Tribes have been fixed on the basis of the ratio which the population of the Scheduled Castes and Scheduled Tribes bears to the total population of the area or region, subject to a minimum of 5 per cent for Scheduled Tribes. In view of the fact that more than 61 per cent of the population of Ranchi district, the site of the Corporation, belongs to Scheduled Tribes, the Committee feel that there is urgent need for determination of the actual percentages of reservations for Scheduled Tribes in the services other than in Category I posts in the Corporation, which must be fulfilled by the management of the Corporation.

3.18. The Committee are also distressed to note that there have been complaints against the management of the Corporation that even in such lower posts as mazdoors, sweepers, oil-men, raggers, black-smiths, messengers, clerks, typists, teachers, stenographers, nurses, etc., claims of displaced and affected persons have been denied by the management. The Committee would therefore urge that a scrutiny should be made of the actual numbers of employees at present in the services of the Corporation in posts other than in Category I, to determine how many of them are held by displaced and affected persons from the areas acquired for the project, persons belonging to Scheduled Castes and Scheduled Tribes, persons who have been retrenched from other Government Undertakings, even if

such undertakings are located at a distance far away from the area of the project, persons residing in the area in which the plant is located and finally to others, and they recommend that these statistical figures should be published in the annual reports of the Corporation.

## CHAPTER IV

### EXTENT OF RESERVATIONS

4.1. As already pointed out earlier, the Heavy Engineering Corporation Limited, Ranchi, had not fixed any reservations for Scheduled Castes and Scheduled Tribes either for direct recruitment or for promotion. With the issue of the directive by the Ministry of Steel and Heavy Engineering on the 7th July, 1970 to the Corporation, the system of reservation as prescribed for the Government Departments, will have to be followed by the Corporation. It is provided in the said directive that (i) for direct recruitment on an all-India basis by means of open competitive test, 12.5 per cent reservation for Scheduled Castes and 5 per cent reservation for Scheduled Tribes should be made and (ii) for direct recruitment on an all-India basis other than at (i) above, 16.2/3 per cent reservation for Scheduled Castes and 5 per cent reservation for Scheduled Tribes should be made; and (iii) for direct recruitment to Class III and class IV posts normally attracting candidates from a locality or a region, reservations for Scheduled Castes and Scheduled Tribes should be in proportion to the population of the Scheduled Castes and Scheduled Tribes in the respective States/Territories, subject to a minimum of 5 per cent for Scheduled Tribes.

4.2 On the basis of population of the Scheduled Castes and Scheduled Tribes as shown in the 1961 Census, the Government of India have since revised upwards the above percentages of reservations for Scheduled Castes and Scheduled Tribes in the posts and services, *vide* the Ministry of Home Affairs Resolution No. 27|25|68-Est(SCT), dated the 25th March, 1970. According to that Resolution, the following reservations will hereafter be made for Scheduled Castes and Scheduled Tribes in posts and services under the Government of India which are filled by direct recruitment:

*Scheduled Castes*: Instead of the existing reservation of 12½% there will be a reservation of 15% of the vacancies in favour of Scheduled Castes, in posts filled by direct recruitment on an all India basis by open competition, i.e. through the

Union Public Service Commission or by any other authority. Where recruitment is made otherwise than by open competition, the existing reservation at 16.2|3% of the vacancies in favour of Scheduled Castes will continue.

*Scheduled Tribes*: Both in recruitment by open competition and in recruitment made otherwise than by open competition to posts filled by direct recruitment on an all-India basis, the reservation in favour of Scheduled Tribes will be 7½% as against the existing reservation of 5 per cent.

In posts and services recruitment to which is made on a local or regional basis, the percentages of reservations for scheduled Castes and Scheduled Tribes shall be revised where ever necessary after taking into account the percentages of population of Scheduled Castes and Scheduled Tribes in the various States and Union Territories according to 1961 Census.

4.3. The Ministry of Steel and Heavy Engineering were asked to indicate the details of categories of posts in the Heavy Engineering Corporation for which no reservation was made for Scheduled Castes and Scheduled Tribes. In reply, it has been reitrated by the Ministry that as the Corporation has not fixed any reservation for Scheduled Castes and Scheduled Tribes either for direct recruitment or for promotion, this question would not arise.

**4.4. The Committee note that with the issue of a directive dated the 7th July, 1970 to the Heavy Engineering Corporation Limited, Ranchi, it has become obligatory on the part of the management of the Corporation to abide by the system of reservations prescribed for the Government dapartments in regard to services under the Corporation. They hope that with the increase of the percentages of reservations by the Government of India for Scheduled Castes from 12½ per cent to 15 per cent and for Scheduled Tribes from 5 per cent to 7½ per cent in posts filled by direct recruitment on an all-India basis by open competition, the Heavy Engineering Corporation Limited will also raise upwards the percentages of reservations for Scheduled Castes and Scheduled Tribes accordingly. In this connection, the Committee would also like to invite the attention of the Ministry/Corporation to the following observations of the Ministry of Finance (Bureau of Public Enterprises) regarding increase in percentages of reservations for Scheduled Castes and Scheduled Tribes in the services of Public Undertakings (vide Seventh Report of this Committee, p. 1):**

**"If the existing percentages of reservation for Scheduled Castes and Scheduled Tribes in Government services are revised upwards, on the basis of the population figures of 1961 Census or otherwise, there may not be much objection to adopting these percentages for the Public Enterprises also."**

## CHAPTER V

## REPRESENTATION IN SERVICES

5.1. In a written note submitted to the Committee, the Ministry have stated:

> "Initially, recruitments were made in various grades. But now direct recruitments, in practice, is followed in the following categories only:
>
> (i) Unskilled workers;
>
> (ii) Artisan Trainees;
>
> (iii) Diploma in Engineering;
>
> (iv) Degree in Engineering;
>
> (v) Posts for manning security and fire services;
>
> (vi) Secretarial posts, like typists, stenographers, accounts clerks etc,;
>
> (vii) Teachers for schools; and
>
> (viii) Doctors and medical staff for the hospital and ambulance rooms."

5.2. According to the Recruitment Policy of the Heavy Engineering Corporation, all posts in the corporation are divided into two categories. Category I relates to posts carrying a scale of pay with a maximum of not less than Rs. 575/- and Category II relates to all other posts not covered in Category I.

5.3. In a written note furnished by the Ministry, it has been stated:

> "For all vacancies, firstly, effort is made to fill them from the existing employees of the Corporation. When sufficient number of suitable candidates are not available, then we go through the list of Hatia Displaced and Affected persons. If suitable candidates from these groups are available, they are subjected to interview and test. However, it has been found that bulk of Hatia Displaced and Affected persons

are suitable for unskilled jobs only. Therefore, for unskilled jobs, no resort is made to either notify the Employment Exchange or to advertise the post. We utilise the panel which was prepared at the time of taking further land.

For these posts some skill is required and suitable persons are not available from the list of Hatia Displaced and Affected persons, a request is made to the local Employment Exchange. When the names are received from the Employment Exchange, interviews and tests are held. While giving offer of appointment to the selected persons for category II posts, the preferences apply. In certain cases, in addition to Notification to the Employment Exchange, advertisements are also issued in the regional newspapers for all category I posts, advertisements are issued on All-India basis.

Before any candidate is allowed to join the Corporation, he is subjected to medical test by the Company's doctors. In addition to the Medical Fitness Certificate, a candidate is also required to produce Character Certificate from responsible persons."

5.4. The Committee desired to know the number of applications received from Scheduled Caste and Scheduled Tribe candidates for each of the categories of posts advertised during the last three years, the number of such candidates collected for interview and the number actually selected during the same period. The representative of the Ministry has, during evidence, furnished a statment giving the requisite information (*See* Appendix III). From that statement is seen that during the last three years for Class III posts, 875 Scheduled Tribe and 152 Scheduled Caste candidates applied for employment, out of which 813 Scheduled Tribe and 113 Scheduled Caste candidates were called for interview and only 249 and 25 Scheduled Tribe and Scheduled Caste candidates respectively were selected. On being asked to state the reasons for this low intake of Scheduled Caste and Scheduled Tribe candidates and also to indicate if the candidates called for interview fulfilled the minimum qualifications, as laid down in the advertisements for recruitment, the representative of the Corporation has stated that they would furnish the information later which however, is still awaited.

5.5. From the above referred statement, it is also noticed that during the last three years, for Class IV posts, 892 Scheduled Tribe

and 225 Scheduled Caste candidates applied, out of which 837 Scheduled Tribe and 213 Scheduled Caste candidates were called for interview and only 521 and 94 Scheduled Tribe and Scheduled Caste candidates respectively were selected. On being asked to state the reasons for this large scale rejection of Scheduled Tribe and Scheduled Caste candidates, the representative of the Heavy Engineering Corporation has stated that the figures which had been given for Class IV included those who were below a certain scale like apprentices who received a fixed stipend of Rs 70 or Rs. 80. As for the rejection, even for Class IV, there are certain physical and other standards.

5.6. The representative of the Heavy Engineering Corporation has further clarified that as far as Class IV posts are concerned there is a minimum educational qualification of literacy, certain physical standards and height.

5.7. During evidence, the representative of the Heavy Engineering Corporation was asked to describe the method of recruitment and whether the Corporation invariably advertised all posts. In reply, he has stated that advertisements are made for higher grade posts, but not for Class III and Class IV posts.

5.8. Clarifying further, the representative of the Corporation has stated that if, for example, they advertise for typists' posts, there will be at least 20,000 applications, and on the date the interview takes place, there will be a sort of riot in front of their office. So, they prefer to get a certain number of names from the Employment Exchange. Then, they have the list of people from the Hatia Displaced Persons Association and other associations. Those cases are considered.

5.9. On his attention being drawn to the complaint that the Corporation does not advertise the vacancies for typists, clerks, etc., the witness has stated during evidence that he has received a similar comlpaint about the recent selection that officers have brought in their own people and that the local people did not get any chance. The witness has added that the Corporation stopped announcement of the names of the candidates who were found fit in that selection, because he himself wanted to go into the matter. He volunteered that if the local M.P's and M.L.A.'s assist the Corporation in finding out who among the candidates had given correct information and who had not, it would be of assistance to them in the matter of selection of right persons.

5.10. In reply to the question as to why there is no general advertisement in respect to certain Class III and Class IV posts, the Committee have been informed during evidence:

> "For Class III and Class IV, it is true that there is no general advertisement. We make special reference to certain bodies and associations, who are interested in these persons, i.e. Scheduled Castes and Scheduled Tribes, and request for their recommendations. Whether that is correct or not, that is a matter of opinion. It is not quite correct to say that there was no special consideration for Scheduled Caste and Scheduled Tribe persons, because bodies and associations interested for Scheduled Castes and Scheduled Tribes were specially referred to and asked to make their recommendations."

5.11. On being asked to indicate the specific reason for not advertising vacancies of Class III and Class IV posts, and on being asked to confirm if it was taken for granted that even without advertisement or publication the tribals in the area would come to know about it, the representative of the Ministry has stated during evidence that as far as Class IV posts are concerned, they have a complete list of Hatia Displaced and Affected Persons. They go through the list and check whether there are any eligible candidates. If there are no eligible candidates, then they got names from the Employment Exchange.

5.12. On being asked to indicate the names of the Scheduled Caste and Scheduled Tribe associations, to which notifications of vacancies in the Corporation are issued, the representative of the Corporation has stated during evidence that some of the organisations are the Birsa Seva Dal, Ranchi; the Chhotanagpur Plateau Praja Parishad, Ranchi; and the Hatia Displaced and Affected Persons Samyukta Seva Samiti, Ranchi.

5.13. The Committee enquired whether the Corporation stated the number of posts reserved for Scheduled Castes and Scheduled Tribes while making requests to the Employment Exchanges for sending suitable persons for employment in the Corporation. The representative of the Ministry has stated during evidence:

> "Since we had no system of reservation so far, this information has not been supplied to the Employment Exchange. In future, we shall be supplying the information."

5.14. On being asked to indicate if, after the selections for appointment to Category II posts after interview and test have been made, the reasons for the rejection of Scheduled Caste|Tribe candidates are communicated to the Employment Exchanges, the representative of the Corporation has informed the Committee during evidence that the reasons for the rejection of any candidate, including Scheduled Castes|Scheduled Tribes, are not communicated to the Employment Exchange and the said organisation also does not expect them to give such information.

5.15. On being asked to indicate if, in future, whenever vacancies arise, the management will specifically notify to the Employment Exchange the number of vacancies reserved for Scheduled Castes and Scheduled Tribes, the representative of the Corporation has during evidence replied in the affirmative.

**5.16. The Committee are unhappy to note that in spite of the various measures stated to have been taken by the Heavy Engineering Corporation only 0.22 per cent Scheduled Castes and 1.25 per cent Scheduled Tribes are represented in Class I services of the Corporation as on 1st January, 1970. In Class II services the representation of Scheduled Tribes is 1.54 per cent. No Scheduled Castes are represented in Class II services. In Class III and Class IV services, in which recruitment is stated to be made locally, the percentages for Scheduled Tribes and Scheduled Castes are 4.19 and 0.51, and 27.21 and 5.44 respectively. The Committee regret to note that even in spite of the above mentioned poor representation of Scheduled Tribes and Scheduled Castes in the services of the Heavy Engineering Corporation, a larger number of such candidates who apparently possessed the requisite qualifications were not selected during the last three years even after necessary interview. The Committee would like to re-emphasise their earlier recommendation on the subject as contained in paras 3.7 to 3.9 of their Fifth Report (Fourth Lok Sabha—1970) that the Corporations should invariably give specific reasons for not filling reserved vacancies by the candidates of these communities as enjoined by the Ministry of Home Affairs vide their Office Memorandum No. 14|12|67-Estt. (D), dated the 10th April, 1968.**

**5.17. The Committee further suggest that while reporting vacancies to the Employment Exchanges, the Heavy Engineering Corporation should also indicate the number of posts in each category, which are reserved for Scheduled Tribes and Scheduled Castes.**

## CHAPTER VI

## MEASURES TO CLEAR BACK-LOG

6.1. As mentioned earlier, the Heavy Engineering Corporation Limited had, as on 1st January, 1970 a total of 18,260 employees on its staff strength in Class I to Class IV posts, including muster roll employees (*See* Appendix II).

6.2. From the figures furnished in the above noted statement, it is observed that the percentage representation of Scheduled Castes and Scheduled Tribes in Class I and Class II services under the Corporation is extremely low. Except for a sizeable percentage of Scheduled Tribes in Class IV services (which is inclusive of muster roll staff), the percentage reservation of Scheduled Caste and Scheduled Tribe employees in Class III and Class IV is also far below the prescribed minima.

6.3. The Ministry of Steel and Heavy Engineering were requested to indicate the reasons for the short-fall in the employment of Scheduled Castes and Scheduled Tribes in the service of the Heavy Engineering Corporation and the remedial measures taken in the matter. In a written note furnished to the Committee, the Ministry have stated:

> "It would be seen from the Recruitment Policy that first preference has to be given to Hatia Displaced and Affected Persons. Though the people belonging to this group form a majority of Scheduled Tribe personnel, yet in addition to Scheduled Caste and Scheduled Tribe personnel, there is a large number of Hatia Displaced and Affected personnel who do not belong to this group.
>
> The problem of rehabilitating the persons displaced from the lands taken over for the construction of H.E.C. complex has been engaging the attention of the Corporation in the light of the decision of the Government of India and the Government of Bihar since the beginning of the construction of the Project.
>
> In March, 1962, the matter was discussed between the then Union Minister of Industries, Shri Manubhai Shah, and

the then Chief Minister of Bihar. It was decided that the Government of Bihar should rehabilitate the persons displaced from the lands specifically taken over by the H.E.C by allotting to the owners alternative pieces of land for agricultural operation as well as for construction of houses. Apart from this H.E.C. should endeavour to provide employment to one or two persons from each of the displaced family.

Alive to their responsibilities of giving assistance to Hatia Displaced/Hatia Affected persons in respect of their rehabilitation and also for giving them employment, a Scheduled Tribe Officer was appointed by the H.E.C. in 1962 specifically to look after this work.

The policy framed by the Corporation regarding giving first preference to the Hatia Displaced/Affected persons, could not be implemented till the end of 1966. Till that time, the recruitment to the lower posts was decentralised and only in 1967, the Management decided that in order to recruit more Hatia Displaced and Affected persons, the recruitment should be centralised at the Headquarters. Since 1967, this policy is being fully implemented and after 1967, there has been a steep rise in the annual in-take of Hatia Displaced/Affected persons."

6.4. With a view to devising measures for ensuring adequate representation of Scheduled Castes and Scheduled Tribes in the services under the Public Enterprises, a decision was communicated to the administrative Ministries by the Ministry of Finance (Bureau of Public Enterprises) *vide* their Office Memorandum No. 2(115)|68-BPE(GM) dated the 24th September, 1969 (quoted at page 38 of the Second Report of this Committee) that the responsibility for implementing these directives should be fixed on the Head of the Department in a formal manner, both in the administrative Ministries and the Public Enterprises. On his attention being invited to the above mentioned instructions of the Ministry of Finance, and on being asked to indicate the nature of machinery that has been set up in the Heavy Engineering Corporation Limited in the matter, the representative of the Corporation has informed the Committee during evidence that a Liaison Officer belonging to Scheduled Castes has been appointed to look after the interest of the Scheduled Caste and Scheduled Tribe candidates.

6.5. On being asked to indicate the steps taken by the Heavy Engineering Corporation to clear the back-log in the vacancies reserved for Scheduled Castes and Scheduled Tribes in the services of the Corporation, its representative has stated during evidence that all that he can do is to send at least half a dozen recent recruitment orders issued to show how much preference is being given by the Corporation to the local Adivasis, Scheduled Castes and Scheduled Tribes. They have gone out of their way to take people very much below the standard, also as far as their interview marks are concerned, and such candidates have been given priority. He has added:

> "Recently, we recruited 15 teachers out of whom 14 were Adivasis. Like that, I can send you half a dozen recent recruitment orders which we have issued, just to give an idea of what we are trying to do for the Scheduled Castes and Scheduled Tribes."

6.6. In this connection, the Ministry have furnished two statements showing total recruitment made during the years 1967, 1968 and 1969 *vis-a-vis* appointment of Scheduled Castes and Scheduled Tribes in the Heavy Engineering Corporation and the total recruitment made during the years 1967, 1968 and 1969 *vis-a-vis* appointment of Hatia Displaced|Affected Persons in the Corporation (*See* Appendices IV and V). It has further been stated by the Ministry that from the statement at Appendix IV, it would be seen that though there was not adequate representation of Scheduled Castes and Scheduled Tribes upto the year 1966, there has been a considerable immprovement since the year 1967. In 1967, the recruitment of Scheduled Tribes was 35:59 per cent and that of Scheduled Castes 5.2 per cent. Similarly, in 1968, the percentages of recruitment for Scheduled Tribes and Scheduled Castes were 49.2 and 4.5 respectively. Likewise, in 1969, the percentages of recruitment for Scheduled Tribes and Scheduled Castes were 39.9 and 2.8 respectively. They have added that this would give a clear picture of advantage of giving preference in employment instead of fixing any reserved quota.

In this connection, it has also been stated:

> "The general tendency in the reserved quota is that it becomes difficult to cross the fixed quota. Therefore, the policy of the Corporation would be to continue giving preferences to Hatia Displaced/Affected Persons belonging to Scheduled Castes and Scheduled Tribes instead of adopting any reservations."

PARLIAMENT LIBRARY
(Library & Reference Service)
Central Govt. Publications
Acc No. R 33942 (7)

6.7. On being asked to indicate if the Corporation propose to fill up the shortfalls and clear the backlog of Scheduled Caste and Scheduled Tribe persons in various categories of posts, the representative of the Corporation has informed the Committee during evidence in the affirmative.

**6.8. The Committee note the measures taken by the Heavy Engineering Corporation to fill up the shortfall in vacancies and clear the backlog in various categories of posts. They also note that there has been some improvement in the representation of Scheduled Castes and Scheduled Tribes in the services of the Heavy Engineering Corporation since 1967. The Committee would, however, like to emphasize that there is imperative need to strictly follow the orders/ instructions issued by the Ministry of Home Affairs/Bureau of Public Enterprises/Ministry of Steel & Heavy Engineering so that there is appreciable increase in the representation of Scheduled Castes and Scheduled Tribes in the services of the Corporation.**

## CHAPTER VII

## CONCESSIONS

7.1. In a written note submitted to the Committee the Ministry have stated that the following concessions are given by the Heavy Engineering Corporation to Scheduled Caste|Tribe candidates at the time of written examination and interviews:

> "Though according to our Policy, concession is given only in the matter of age to persons belonging to these groups, yet in the last two years, in order to give more preferences to persons belonging to Scheduled Caste and Scheduled Tribe, the Selection Committee have fixed lower pass mark for these groups. Generally, the pass mark for other categories is 50 per cent. For members of Scheduled Caste and Scheduled Tribes, in practice, the accepted percentage is 45 per cent. Similarly, though no relaxation has been envisaged in our medical standards, yet in the matter of 'Height' relaxation has been given to persons belonging to Scheduled Caste and Scheduled Tribe."

7.2. In reply to a question about the concessions and facilities which are given to the Scheduled Caste and Scheduled Tribe candidates at the time of recruitment, the representative of the Corporation has informed the Committee during evidence that at the time of written examination|interview, candidates belonging to these communities are given relaxations in age, physical standards and in minimum pass marks. Clarifying further, the representative of the Corporation has stated:

> "Recently we recruited some trainee apprentices. Although the normal pass marks is 200, we took all those people who belong to Scheduled Castes and Tribes who have got at least 100 marks. And then there were a dozen people who have got less than 100 marks. Then we said we will make a further relaxation in favour of these people so that they can come for training."

Concluding, the witness has stated that even though they have not laid down any minima for relaxation, they do make relaxation.

7.3. On being asked to indicate since when this concession is being given, the witness has stated that this concession is being given for the last one year. They have been working in the spirit of the guidelines given to them.

7.4. To a question if Scheduled Caste|Tribe candidates are interviewed in separate blocs and on separate dates in terms of the Ministry of Home Affairs O.M. No. 16|1|66-Est.(C) dated the 20th July, 1965, the representative of the Corporation has informed the Committee during evidence that the Scheduled Caste and Scheduled Tribe candidates are not interviewed in separate blocs or on separate dates. As the directive of the Ministry has very recently been issued, it will be implemented.

7.5. In reply to a further question on the standard of physical fitness, the representative of the Corpoartion has stated that the normal requirement of height is 5' 2". For Scheduled Castes and Scheduled Tribes, the Corporation demand only 5'. Even for officers cadre, the candidate have to go through medical examination for physical fitness.

**7.6. The Committee regret to note that although the Ministry of Home Affairs have laid down that the Scheduled Caste and Scheduled Tribe candidates should, wherever feasible, be taken for interview in separate blocs and on separate dates so that they are not judged in comparison with general candidates, the Heavy Engineering Corporation does not interview such candidates in separate blocs and on separate dates. The Committee feel that due to non-adoption of these orders, the Scheduled Caste and Scheduled Tribe candidates would be at great disadvantage as compared to other candidates in so far as recruitment in Heavy Engineering Corporation Limited is concerned. The Committee would, therefore, urge that the Scheduled Caste|Tribe candidates should be interviewed in separate blocs and on separate dates.**

## CHAPTER VIII

## SPECIAL RECRUITMENT

8.1. In a written note furnished to the Committee, the Ministry have given the following information in regard to special recruitment, if any, resorted to for filling of vacancies reserved for Scheduled Castes and Scheduled Tribes:

"Though no special recruitments were made for filling up reserved vacancies as we did not have any reservations, following additional facilities were given to Hatia Displaced|Affected persons in the matter of recruitment:

(i) Two training programmes for displaced I.T.I. passed boys and Matriculate Scheduled Castes and Scheduled Tribes were arranged in the Central Training Institute. The boys, on successful completion of training, were absorbed in the services of the Corporation. A statement showing the number of boys provided training in accordance with these training, schemes is enclosed as Appendix VI.

(ii) Preference would be givne to the Hatia Displaced|Affected persons and Scheduled Castes and Scheduled Tribes in the matter of allotment of shops and small contracts.

(iii) In every Selection Board which is constituted for posts carrlying pay scales the maximum of which is less than Rs. 575, a Scheduled Tribe Officer of the Corporation is associated.

The Corporation, while recruiting Typists, arranged for a separate training programme for persons belonging to Scheduled Tribes and after training at the Corporation's cost, they were appointed as Typists."

**8.2. The Committee are glad to note that some training programmes were organised by the Heavy Engineering Corporation for displaced I.T.I. passed boys and Matriculate Scheduled Castes and Scheduled Tribes, who on successful completion of training, were**

absorbed in the services of the Corporation. The Committee hope that many more such training programmes would be organised so that the shortfalls in the employment of Scheduled Castes and Scheduled Tribes in the services of the Corporation are made good with the least possible delay.

## CHAPTER IX

## MAINTENANCE OF ROSTERS

9.1. In a written note furnished to the Committee, the Ministry of Steel and Heavy Engineering have stated that as the Heavy Engineering Corporation so far did not have a system of reservations for Scheduled Castes and Scheduled Tribes, the Corporation did not maintain the prescribed Rosters.

**9.2. The Committee hope that now that the directive adopting the Ministry of Home Affairs' orders in connection with reservations for Scheduled Castes and Scheduled Tribes in services has been issued to the Heavy Engineering Corporation, necessary action for maintenance of 40-Point Roster would be taken and appointments under the Corporation made accordingly. The Committee would urge that the Ministry of Steel and Heavy Engineering should take early action to set up a Cell in the Ministry which will make periodical inspection of the Roster maintained by the Corporation.**



2483 (Aii) LS—3.

## CHAPTER X

## IN-SERVICE TRAINING

10.1. In a written note furnished to the Committee, the Ministry of Steel and Heavy Engineering have stated that training programmes are available in the Corporation for all employees of the Corporation and for selection in such training programmes, the Scheduled Caste and Scheduled Tribe employees are treated at par with other employees.

10.2. On being asked whether it would not be desirable to select the best among the Scheduled Caste and Scheduled Tribe candidates and to give them in-service training and confirm them after they have acquired the requisite skill and proficiency, and whether the Corporation is following the orders issued by the Ministry of Home Affairs on the subject, the representative of the Ministry has informed the Committee during evidence that the Ministry of Home Affairs' order on the subject was not, in its literal sense, followed in the Corporation until recently.

10.3. Attention of the Ministry and the Corporation was drawn to the Ministry of Home Affairs Office Memorandum No. 27|6|68-ESTS(C) dated the 16th March, 1968 regarding recommendation of the Yardi Working Group that Public Sector Undertakings should be made to follow the same rules and procedures for recruitment of Scheduled Castes as is followed by the administrative Ministries| Departments concerned for posts under their control and that as a part of the planning of manpower needs, these undertakings should indicate to the National Employment Service their manpower requirements so that Scheduled Caste|Tribe candidates could be given training to meet these needs, and they were asked to indicate what action had been taken thereon. In reply, the representative of the Ministry has informed the Committee during evidence that the said Office Memorandum of the Ministry of Home Affairs was received in April, 1968 and it was forwarded to the Public Sector Undertakings for information and general guidance. But it did not amount to a directive as envisaged in the Articles of Association of the Corporation.

10.4. On being asked to indicate if any Scheduled Caste and Scheduled Tribe employees have been sent abroad for special training during the last three years, the representative of the Corporation

has stated during evidence that during 1967 to 1969, sixteen persons were sent abroad for training, but none of them belonged to Scheduled Castes or Scheduled Tribes.

**10.5. The Committee note that training programmes in the Corporation are available for all employees and for selection in such training programmes, the Scheduled Caste and Scheduled Tribe employees are treated at par with other employees. The Committee, however, would like to emphasise that the Scheduled Castes|Tribes, because of their general and educational backwardness are in special need of specialised training so that they can compete with, and come to the required standard of, others for earning their due promotions. The Committee would also urge that the recommendation of the Yardi Working Group which has already been accepted by Government, should be implemented in full by the Corporation.**

## CHAPTER XI

## DE-RESERVATION

11.1. In a written note furnished to the Committee, the Ministry have stated that the question of dereseravion does not apply in the case of the Heavy Engineering Corporation, as the Corporation had no reservations for Scheduled Castes and Scheduled Tribes in its Services.

11.2. According to the latest instructions of the Government of India [*Vide* Ministry of Home Affairs Office Memorandum No. 27|25|68-Est. (SCT) dated the 25th March, 1970] reserved vacancies which cannot be filled from among Scheduled Castes and Scheduled Tribes should be carried forward for three recruitment years, instead of two recruitment years as at present.

**11.3. The Committee note that the Heavy Engineering Corporation had not so far been following the procedure regarding dereservation of posts reserved for Scheduled Castes and Scheduled Tribes and filling up of such vacancies by general candidates. The Committee would urge that now that the directive in regard to reservations for Scheduled Castes and Scheduled Tribes in the services of the Corpoartion has been issued, prior approval of the competent authority should be taken in all cases of dereseravtion of reserved posts. They also desire that all cases of dereservation should henceforward be reported to the administrative Ministry with a note indicating the efforts made to get suitable candidate(s) in each case for their information.**

**11.4. The Committee would also want the Corporation to follow the latest instructions of the Government of India [vide Ministry of Home Affairs Office Memorandum No. 27|25|68-Est.(SCT) dated the 25th March, 1970] that the reserved vacancies which cannot be filled from among Scheduled Castes and Scheduled Tribes should be carried forward for three recruitment years instead of two recruitment years as heretofore.**

## CHAPTER XII

### COMPLAINT CELL

12.1. The Committtee desired information on the machinery available with the Corporation for attending to the grievances and complaints of the Scheduled Caste and Scheduled Tribe employees. Describing the position, the Ministry have stated in a written note furnished to the Committee:

> "Our employees have to follow the usual procedure for their grievance redressal and there is no special system for redressal of grievances of employees belonging to Scheduled Caste and Scheduled Tribe. However, recently, the Corporation has appointed a Liaison Officer who attends to such grievances which are specifically related to Scheduled Caste and Scheduled Tribe. It is to be appreciated that once a person joins this Corporation, has to be treated at par with other employees of the Corpoartion and, therefore, it is not possible to fix a separate machinery for redressal of grievances of Scheduled Caste and Scheduled Tribe employees."

12.2. Clarifying the point further, the representative of the Corporation has stated during evidence that they have a Grievances Cell with a Senior Officer directly under the control of the Chairman of the Corporation who looks into the various problems of the staff, including those belonging to the Scheduled Caste and Scheduled Tribe employees. Normally, representations should be sent through proper channel, which is essential for disciplinary purposes. But if an employee does not get an interim reply or an acknowledgement within a month after submission of his representation, he can send a copy of the representation directly to the Grievances Cell which is functioning directly under the Chairman of the Corporation and that Cell can bring it to the notice of the Chairman and will also start investigation as to why there has been delay in giving a reply.

12.3. The representative of the Corporation has further stated that the Corporation does not propose to have a separate Cell for dealing exclusively with the grievances or other problems of the Scheduled Caste and Scheduled Tribe employees.

12.4. In reply to a question whether there is any Officer who looks after the interests of the Scheduled Caste and Scheduled Tribe employees in the Corporation, its representative of the Corporation has stated during evidence that an Officer belonging to a Scheduled Caste or Scheduled Tribe, of the rank of a Deputy Collector of the State Government of Bihar, on deputation to the Corporation, has been appointed as a Liaison Officer in the Corporation since 1984, and he looks after the interests of the Scheduled Caste and Scheduled Tribe employees in the Corporation. The Liaison Officer and one more *Adivasi* Officer of the Corporation would sit in the Selection Committee for recruitment to all Class III and Class IV posts, besides a representative of the State Government.

**12.5. The Committee note that there is no Complaints Cell in the Heavy Engineering Corporation specifically for redressal of grievances of Scheduled Caste and Scheduled Tribe employees. The Committee would urge that, in view of the immensity of the problems and dismal record of performance of the Corporation, the position in regard to setting up of a Complaints Cell exclusively for the Scheduled Caste/Tribe employees should be reviewed and a fresh decision taken in the matter at the highest level in the administrative Ministry.**

## CHAPTER XIII

## RESERVATIONS IN POSTS FILLED BY PROMOTION

13.1. As already pointed out, it has been stated by the Ministry that the Heavy Engineering Corporation has not fixed any reservations for Scheduled Castes and Scheduled Tribes either for direct recruitment or for promotion. The Corporation stipulated certain preferences which apply only at the time of direct recruitment. After a Scheduled Caste or Scheduled Tribe person has joined the service of the Corporation, he does not get any special preference for promotion.

13.2. In this connection, attention of the Ministry of Steel and Heavy Engineering has been drawn to the Ministry of Home Affairs' Office Memorandum No. 5/1/63-SCT(I) dated the 4th March, 1964, addressed to all the Ministries of the Government of India, requesting them to issue suitable instructions to the public undertakings under their control, to make reservations for Scheduled Castes and Schedultd Tribes in their services on the lines of the reservations available in the Central Government services. They have also been asked to state the reasons for not providing any reservation in the services of the Corporation for Scheduled Castes and Scheduled Tribes. The representative of the Corporation has stated during evidence that now that the directive has been issued by the Ministry, the Ministry of Home Affairs' orders will be implemented by them in full.

13.3. In this connection, the Committee also desired information about the number of Scheduled Caste and Scheduled Tribe candidates who were considered for promotion but were not promoted during the last three years, and also the number of Scheduled Caste and Scheduled Tribe employees in Classes I to IV, class-wise, promoted in the Corporation during the last three years. This information has not been furnished by the Ministry so far.

*Supersessions:*

13.4. On being asked to indicate how many Scheduled Caste and Scheduled Tribe employees have been superseded, the representative of the Ministry has stated during evidence that promotions were given on the basis of suitability and seniority. There has been no instance of supersession of the Scheduled Caste or Scheduled Tribe

employees in the matter of promotion, but there was no reservation for promotion as the directive in regard to reservations for Scheduled Castes and Scheduled Tribes in the services of the Corporation has been issued only recently.

**13.5. The Committee hope that now that the directive regarding reservations for Scheduled Castes/Scheduled Tribes in the service of the Corporation has been issued by the Ministry, no time would be lost in adopting and acting upon all orders of the Ministry of Home Affairs in regard to appointments and promotions for Scheduled Castes and Scheduled Tribes in the service of the Corporation. The Committee also note that there has so far been no supersession of Scheduled Caste or Scheduled Tribe employees in the matter of promotion in the Heavy Engineering Corporation.**

## CHAPTER XIV

## HOUSING FACILITIES

14.1. In a written note furnished to the Committee, it has been stated by the Ministry:

> "As mentioned earlier, after joining the Corporation, all employees are treated alike and no preference is given to any particular group in the quantum of allotment of quarters.
>
> It has been observed that bulk of Scheduled Caste and Scheduled Tribe personnel come from the neighbouring areas and they do not prefer to live in the Corporation's quarters, as they prefer to live with their own community in the neighbouring villages. Therefore, we have hardly any application pending for allotment of quarters from personnel belonging to such group."

14.2. On being asked to indicate if any housing scheme has been formulated by the Corporation for its employees, and whether any preference is given to the Scheduled Caste and Scheduled Tribe employees in the matter of allotment of residential quarters, the representative of the Corporation has stated during evidence that the Corporation has constructed houses for its employees at Ranchi. The quarters are allotted according to seniority based on the date of entitlement. No preference is given to any one for allotment of quarters.

*Shops and Contracts*:

14.3. In reply to a question as to what facilities are being given to Scheduled Castes and Scheduled Tribes in the matter of allotment of shops and small contracts, the following information has been given to the Committee in a note:

> "As per Conduct Rules of the Corporation, no employees, including those belonging to Scheduled Castes and Scheduled Tribes, can hold any business of profit. Shops are allotted by selection to applicants against advertisement of vacant shops from time to time and no stray applications

are considered. In the matter of allotment of shops, preference is given to Hatia Displaced/Affected persons and Scheduled Castes and Scheduled Tribes, who apply against advertisements published. The number of shops thus allotted to Scheduled Castes and Scheduled Tribes is given below:

(a) Total number of shops allotted to:

(i) Scheduled Tribes—3.

(ii) Scheduled Castes—4.

(b) Total number of shopping sites in the colony allotted for construction of shops by:

(i) Scheduled Tribes—4.

(ii) Scheduled Castes—3.

Scheduled Castes and Scheduled Tribes are allotted concession in the application fee.

14.4. The Corporation has also permitted holding of daily and by-weekly 'Hat Markets' without levy of charge, which gives opportunity for the surrounding villages, which are predominantly inhabited by Scheduled Tribes, to sell their products.

14.5. No distinction is made regarding Scheduled Castes/Scheduled Tribes for award of contracts. However, contracts have been given through preferential treatment to Hatia Displaced/Affected persons' Cooperatives which include Scheduled Caste/Tribe people. Details are as under:

| Sl. No. | Name of the Contractor | Name of the work and Work Order No. | Value of Work |
|---|---|---|---|
| | | | Rs. |
| 1. | Hatia Displaced and Affected Samjukta Samity, Hatia, Ranchi —President Shri Jogesh Oraon | Painting of Green Belt and Colour Washing of Brick gabions from check-post to FFP | 1,680·00 |
| 2. | Do. | White washing colour washing, etc. in permanent colony | 39,000.00 |
| 3. | Jagannathpur Displaced Persons Labour Cooperative Society | White washing, colour washing and painting in Sector-I Qrts. | 20,000·00 |
| 4. | Do. | Supply of dung manure | 1,234.45 |
| 5. | Hatia Displaced and Affected At & P. O. Jagannathpur—Shri Lal Radha Shyam Nath Sahdeo | Supply of dung manure | 4,338·80 |

**14.6. The Committee note that the Heavy Engineering Corporation has allotted some shops and shopping sites in the township of the Corporation to Scheduled Castes and Scheduled Tribes and that some petty contracts have also been awarded to Cooperative Societies/ Samities of Hatia Displaced/Affected Persons. The Committee would, however, urge that a study should be undertaken in regard to the various measures taken by the Corporation in the matter of social and economic rehabilitation of the Displaced and Affected Persons, Scheduled Tribes and Scheduled Castes amongst them in particular, and its result included in the annual report of the Corporation.**

D. BASUMATARI,
*Chairman,*
*Committee on the Welfare of Scheduled Castes and Scheduled Tribes.*

NEW DELHI;
*December 2, 1970*
*Agrahayana 11, 1892 (Saka).*

## APPENDIX I

(*vide* para 1.4 of Report)

HEAVY ENGINEERING CORPORATION LIMITED

ADMINISTRATION DIVISION

VIGILANCE SECTION

No. V|16|23|64 *Ranchi, the 19th September, 1964.*

SUBJECT:—*Recruitment and Promotion Policy—Consequent upon Decentralisation.*

A copy of Recruitment and Promotion Policy as adopted by the Management and which will come into force from the 1st October, 1964 is forwarded herewith for information and necessary action.

2. Orders regarding lines of promotion are being issued separately.

Sd|- A. S. BHANDARI,
*Secretary.*

Copy to:—

All Heads of Divisions|Projects.

HEAVY ENGINEERING CORPORATION LIMITED

(A Government of India Undertakings)

*RECRUITMENT POLICY*

*Classification of posts:*—

The classification of all posts in the Corporation for purpose of recruitment will be as follows:—

| | |
|---|---|
| Category—I | A post carrying scale of pay with a maximum of not less than Rs. 575. |
| Category—II | All other posts not covered in Category-I. |

*Recruitment policy*:

2. Recruitment of personnel—both technical and non-technical in the above categories of posts will be done as stated below.

3. For posts in category—I, recruitment will be made on an All-India basis, merit and qualifications being the principal criteria.

4. For the recruitment of unskilled workers, they should be drawn from the locality where the Project is situated.

For the recruitment of skilled workers, clerks and other staff falling in Category-II, the order of preference to be observed will be as follows, so long as the basic qualifications and experience are forthcoming.

(a) Persons displaced from the areas acquired for the Project·

(b) Scheduled Tribe/Caste;

(c) Persons who have been or about to be retrenched from other Government Undertakings, even if such Undertakings are located at some distance from the area of the Project;

(d) Persons residing in the area in which the Unit is located;

(e) Others.

Care should be exercised to ensure that persons selected on the basis of the above preference possess the required qualifications and experience and also that the cases of others, if any, possessing higher qualifications and experience or those who may be graded high by the Selection Committee are not ignored; but in such cases any deviation from the order of preference as laid down above will require the prior approval of the Head of the Unit concerned. For this purpose 'Unit' means unit as defined in Circular No. 68|64 dated 18.9.1964.

*Sources of Recruitment*:

5. The following will constitute the sources of recruitment for both categories:—

(i) Industrial Management Pool.

(ii) Through Organisations of Director General of Employment of Training and Director of Rehabilitation.

(iii) Surplus and retrenched personnel from Government Departments and Undertakings including those circulated by the Ministry of Defence, the Ministry of Rehabilitation and others from time to time.

(iv) Open advertisements.

(v) Other sources of recruitment like Deputation.

(vi) Cases meriting special consideration.

*N.B.*:—The above order in which the sources of recruitment have been listed does not indicate any order of preference.

*Procedure for recruitment*:

6. The minimum qualifications and experience required for the posts at different levels should be clearly set out in the advertisement. The cases of existing employees deemed suitable for promotion by the Departmental Promotion Committee in accordance with the Promotion Policy of the Corporation should be considered first. The remaining vacancies should then be filled up, giving consideration to persons in different groups indicated above as well as those available through advertisement, against which Departmental Candidates can also apply if they possess all the qualifications. The percentage of posts to be filled in by promotion *vis-a-vis* direct recruitment will be kept flexible. For preparing such panels, depending on the nature and the level of posts to be advertised and the extent of circulation required, the Corporation should select papers from time to time in which such advertisements are to be inserted. Advertisements should be issued direct to the papers. Category-II posts when so required may also be advertised in local papers in Indian languages. All vacancies carrying a total emoluments of Rs. 200 or more should be notified to the Central Employment Exchange. Similarly, all vacancies in Category-II, whether advertised or not, should be notified to the local Employment Exchange and the Directorate of Rehabilitation of the State who should be requested to send lists of suitable persons for consideration along with those who may apply in response to our advertisements. All advertisements for posts in Category-II should contain a Clause that other things being equal preference would be given to candidates who are registered with the Employment Exchange.

*Screening*:

7. Screening of all applications received for posts in Category-II will be done by the Personnel Division in terms of the specifications laid down in the advertisement.

In respect of all category-I posts both Technical and Non-Technical carrying a pay or scale of pay, the maximum of which is not less than Rs. 950 the applications should be sent for screening to the Heads of the Units concerned. In the light of their recommendations lists of suitable candidates to be called for interview should be drawn up.

8. The Selection Committee for different categories of posts will be constituted according to the standing instructions of the Corporation/appropriate authority from time to time and should include a representative of the State Government. Outside experts|officials may also be included in the Selection Committee whenever considered necessary.

Irrespective of whether or not any member of the Selection Committee is present at any meeting of the Selection Committees, so long as at least three members of the Selection Committee are present the recommendations of the Selection Committee would be taken as final for further processing. To ensure reasonable opportunity being given to the members of the Selection Committees to attend and take part in the proceedings/interviews, one week's advance intimation shall as far as possible be given.

The Selection Committees shall after interviewing the candidates record their views on the different candidates and their suitability for different posts, so that panels of persons grading them according to their suitability could be prepared and submitted to the appropriate authorities for further consideration.

## HEAVY ENGINEERING CORPORATION LIMITED

### (A Government of India Undertaking)

### *PROMOTION POLICY*

For the purpose of promotion the employees of the Corporation excluding Industrial Workers will be grouped under the following categories:—

| | |
|---|---|
| Category—I | Those holding posts in the scale of pay, the maximum of which is not less than Rs. 950. |
| Category—II | Those holding posts in the scale of pay, the maximum of which is not less than Rs. 575 but less than Rs. 950. |
| Category—III | Those holding posts in the scale of pay, the maximum of which is not less than is 180 but less than Rs. 575. |
| Category—IV | Those holding posts in the scale of pay, the maximum of which is less than Rs. 180. |

Lines of promotion will be indicated by a separate circular.

2. The procedure prescribed hereafter will apply for promotion to posts in Category-I.

3. Various posts falling within Category I will be divided under the following *broad* groups:—

*Group-I—Technical*

(i) Civil Engineers
(ii) Mechanical Engineers.
(iii) Electrical Engineers.
(iv) Metallurgists.
(v) Design Engineers.
(vi) Chemists, etc.

*Group-II—Non-Technical*

(i) General Administration
(ii) Finance & Accounts
(iii) Stores & Purchase
(iv) Personnel & Recruitment
(v) Security, etc.

*Group-III—Miscellaneous*

Such other services as require professional qualifications, e.g. Medical, Law, Welfare, Safety, Fire Brigade, etc.

Broad groups indicated above may have to be further divided into sub-groups where numbers of officers falling in each sub-groups are sufficiently large to justify this sub-division particularly in the lower grades, for example, sub-groups of the main group (ii) Mechanical Engineers may well be:—

(a) Production Engineers—Machine Shops
(b) Production Engineers—Foundry
(c) Maintenance Engineers
(d) Construction Engineers.
(e) Inspection.

4. Scales of pay for different posts in Category-I will be classified as given below:—

(a) *Special selection grade posts*

All posts having a pay scale extending beyond Rs. 2,000 per month.

(b) *Selection grade posts*

| | | |
|---|---|---|
| Grade I | : | Rs. 1600-100-2000 & Rs. 1800-100-2000 |
| Grade II | : | Rs. 1600-100-1800 |
| Grade III | : | Rs. 1300-60-1600 |
| Grade IV | : | Rs. 1100-50-1400 |
| Grade V | : | Rs. 700-40-1100-50-1150 |
| Grade VI | : | Rs. 400-400-450-30-600-35-950 |

5. In the present stage of development of the Corporation, and for some years to come, it may be necessary to fill the posts in most of the grades included in Category-I both by direct recruitment and promotion from the lower grades. In due course when the total strength of officers in various grades has developed sufficiently, vacancies occuring in Special Selection Grade posts as also in Selection Grade posts (Grade I to V) may generally have to be filled up by promotion from the next lower grade.

The percentage of posts to be filled in by promotion *vis-a-vis* persons to be recruited from the open market will be kept flexible.

6. Promotions to the various grades will be made from panels drawn for this purpose by the appropriate Departmental Promotion Committees constituted by the Management. For the purpose of promotion to posts included in Category I, the Departmental Promotion Committee may be constituted as follows:—

A. *For special grade posts*

(i) Chairman

(ii) At leasst two Directors

(iii) Head of the Project concerned

(iv) Secretary (who will function as Secretary of the Committee).

B. *For promotion to the Selection Grade Posts in Grade I to II*

(i) Chairman

(ii) At least one Director

(ii) G.M. C.P.Os. or Heads of Divisions concerned.

(iv) Secretary (who will function as Secretary of the Committee)

C. *For promotion to the selection grade posts in Grade III, IV, V and VI*

(i) G.M.|C.P.Os. or Head of Division concerned.

(ii) C.F.A. concerned.

(iiii) Two Officers of the Project not below the rank of Grade III, to be nominated by the Head of the Project.

(iv) Administrative Officer (Estt.) who will function as Secretary of the Committee.

*Note*

In the case of C above where the Head of the Division|Department|Production Shop concerned with the posts to which candidates are being promoted is not already a member, he will be co-opted as a member.

7. Depending on the number of vacant posts required to be filled in any grade, D.P.Cs. will form panels from which promotions will be made to that grade as and when required. The number of officers to be placed on the panel for any grade at any sitting of the D.P.C. will not normally exceed twice the number of vacancies required to be filled during the period before the next meeting of the D.P.C. is held. Normally, D.P.Cs. will not meet more than twice a year for constituting panels for any grade of staff.

For the purpose of drawing up of the panels by the D.P.C. the appropriate Administration Division will draw up lists of officers group and Grade-wise which will be examined by the DPCs. All officers after having been listed on the panel, but not promoted by the time the D.P.C. meets next time, will be considered again along with others who have become eligible for being considered by the D.P.C. In other words, officers when once placed on the panel by the D.P.C., when not promoted, will not get any preference over officers who may be placed on the panel subsequently.

An employee should have put in at least 3 years of service in the Corporation in that Grade at the time of D.P.C. meeting for being included in these lists. In cases of exceptional merit where an officer has acquired wide professional experience prior to his joining the Corporation, the Head of the Project Division will have the option to nominate such officers for consideration of their cases by the D.P.C.

The list will be compiled by arranging the names of the officers of the same grade and group in order of Seniority. (The inter-seniority will be determined by the relative positions of the officers in the panels drawn up at the time of their interviews for recruitment).

The total number listed shall not exceed six times the anticipated vacancies in the next higher grade.

Assessments of the candidates as listed by the appropriate Administration Division as stipulated earlier will be made by the relevant D.P.C. for the purpose of listing the names in panels taking into consideration the following:—

(a) Qualifications.

(b) Overall experience whether in Corporation or any other capacity before joining the Corporation.

(c) Assessment of character, work in the Corporation as revealed by the relevant records maintained for this purpose.

(d) The basis for selection will be merit tempered with seniority.

(e) Officers will be listed on the panels strictly in order of their merit as determined by the D.P.C.

(f) Officers under suspension or against whom disciplinary proceedings have been initiated or are pending will not be promoted in their turn until they are cleared of all charges un-conditionally.

While compiling panels of names of officers, where so required, the D.P.C. will indicate the specific trade|post for which a certain individual is considered suitable. For example, in the non-technical category some individuals may be found equally suitable depending on their past experience, for appointment to higher grades both for purchase as well as Stores, while in another case an officer may be found suitable either for Stores or Purchase only. In the remarks column, therefore, in the case of the first officer an endorsement will be made "Suitable for Purchase and Stores", while in the latter case "Suitable for Stores only" or "Suitable for Purchase only" as the case may be. Where an officer is considered suitable for two sub-trades listed separately under the relevant sub-groups of the main group, his name will appear in both the panels.

*CATEGORY-II*

8. The procedure prescribed hereafter will apply for promotion to posts in Category-II. The various posts falling within this category will be divided into three groups, namely, technical, non-technical and miscellaneous as in Category-I.

The policy regarding the percentage of posts to be filled in by promotion *vis-a-vis* persons to be recruited from the open market

will be the same as in Category-I, and as laid down earlier in para 5, but so far as possible, in general, vacant posts of Category-II will be filled by promotion of the existing employees.

Promotions to the various grades in this category will be made from panels drawn up for the purpose by an appropriate Departmental Promotion Committee, which will consist of the following:—

(i) General Manager|Chief Project Officer (or his nominee or the Head of the Division concerned).

(ii) Controller of Finance or his representative.

(iii) Two officers of the Unit|Division, not below the rank of Grade-V.

(iv) Administrative Officer of the Establishment will function as the Secretary of the Committee.

The mode of drawing up of the panels and selection of candidates for promotion will be the same as for Category-I, mentioned in para 7.

*CATEGORY-III*

9. The procedure prescribed hereafter will apply for promotion of all employees under Category-III mentioned at para 1.

Various posts in Category-III will also be divided under three broad groups, i.e., technical, non-technical and miscellaneous. Promotions to the various grades will be made from panels drawn up for this purpose by an appropriate Departmental Promotion Committee, which will be constituted as follows:—

(i) Head of the Unit|Division or his nominee.

(ii) Controller of Finance or his nominee.

(iii) Two other officers to be named by the Head of the Unit/Division.

(iv) Administrative Officer—Secretary.

The Departmental Promotion Committee as constituted above will draw up panels for promotion from one post in this Category to another in the same way as is laid down for officers in Category I & II in accordance with the policy laid down in para 7, except that promotion to the post of Accountants will be done on the basis of an examination. Rules for appearing in the Examination have been framed by Finance Division.

The policy as laid down in para 7 will not apply to the promotion of the following categories of non-technical staff in the scale of Rs. 110-180. They will be put on the panel for promotion in the next higher grade by the D.P.C. on the basis of Seniority with the elimination of the unfit.

(i) Lower Division Clerk

(ii) Typist

(iii) Store Clerk

(iv) Works Clerk

(v) Tally Clerk

(vi) Issue Clerk

(vii) Receipt Clerk

(viii) Time Keeper

(ix) Car Checker

*CATEGORY-IV*

10. The procedure prescribed hereafter will apply for promotion of employees under Category-IV. Promotion in this category will be made from panels drawn up for this purpose by the appropriate Departmental Promotion Committees which will consist of the following:—

(i) Head of the Unit|Division or his nominee.

(ii) Controller of Finance or his nominee.

(iii) Two other officers to be named by the Head of the Unit| Division.

(iv) Administrative Officer—Secretary.

The basis for listing persons on the panels by D.P.C. will be seniority with the elimination of the unfit.

*Promotion of Workers|Artisans (Skilled and Unskilled) in the various Industrial Units*

11. All promotions of Operatives|Artisans (Skilled and Unskilled) working in Industrial Units will be made on the basis of merit rating and trade tests. Appropriate Selection Committees|Trade Test

Boards will be nominated for this purpose by the Head of the Projects|Divisions. The Personnel Department will be responsible for keeping all records in this connection. The basis for listing persons on the panels for those who qualify in the prescribed Trade Test| Selection, will be the order of their seniority in the lower grade. Two individuals having the same seniority will be listed in order of their merit rating secured by them on Trade Test|Selection Committee results.

## APPENDIX II

(*Vide* para 3.10 of Report)

*Representation of Scheduled Tribes/Scheduled Castes as on* 1-1-1970

| Sl No. | Grade | Total No. of employees | Scheduled Tribes | | Scheduled Castes | |
|---|---|---|---|---|---|---|
| | | | Number | % | Number | % |
| | *Class-I* | | | | | |
| 1 | Posts carrying a pay or a scale of pay with a maximum of not less than Rs. 950/- | 1360 | 17 | 1·25% | 3 | 0·22% |
| | *Class-II* | | | | | |
| 2 | Posts carrying a pay or a scale of pay with a maximum of not less than Rs. 575/- but less than Rs. 950 | 519 | 8 | 1·54% | | |
| | *Class-III* | | | | | |
| 3 | Posts carrying a pay or a scale of pay with a maximum of over Rs. 110/- but less than Rs. 575/- | 9330 | 391 | 4·19% | 48 | 0·51% |
| | *Class-IV* | | | | | |
| 4 | Posts carrying a pay or a scale of pay the maximum of which is Rs. 110/- or less | 7251 | 1973 | 27·21% | 395 | 5·44% |
| | TOTAL | 18260 | 2389 | 12·94% | 446 | 2·41% |

The above figures include muster roll employees also.

## APPENDIX III

(*Vide* para 5·4 of Report)

*Statement showing the number of applications received from Scheduled Tribe/Scheduled Caste candidates etc.*

| Sl. No. | Categories of posts | Nos. applied | | | | Nos. called for interview | | | | Nos. selected | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | ST | SC | Others | Total | ST | SC | Others | Total | ST | SC | Others | Total |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 1 | Class I | 12 | 1 | 833 | 846 | 6 | | 217 | 223 | 1 | | 65 | 6 |
| 2 | Class II | 8 | 1 | 995 | 1004 | 1 | .. | 446 | 447 | 1 | .. | 84 | 8 |
| 3 | Class III . | 875 | 152 | 21888 | 22916 | 813 | 113 | 8855 | 9781 | 249 | 25 | 1231 | 1505 |
| 4 | Class IV . . . | 892 | 225 | 6496 | 7613 | 837 | 213 | 1630 | 2680 | 521 | 94 | 531 | 1146 |

## APPENDIX IV

(*Vide* para 6.6 of Report)

*Total recruitment made during 1967, 1968 and 1969 vis-a-vis appointment of S.T. and S.C. in the Heavy Engineering Corporation, Limited Ranchi.*

| Years | Total recruitment made | No. of S.T. & S.C. appointed against and the percentage | | | |
|---|---|---|---|---|---|
| | | S.T. | % | S.C. | % |
| 1967 | 767 | 272 | 35.59% | 40 | 5.2% |
| | R M | R M | | | |
| | (410 + 357) | (27 + 245) | | | |
| 1968 | 1323 | 651 | 49.2 % | 59 | 4.5% |
| | R M | R M | | R M | |
| | (596 + 727) | (140 + 511) | | (12 + 47) | |
| 1969 | 712 | 284 | 39.9 % | 20 | 2.8% |
| | R M | R M | | R M | |
| | (502 + 210) | (148 + 136) | | (5 + 15) | |

This figure does not give the percentage of Hatia Displaced persons who do not belong to the group of Scheduled Tribe and Scheduled Caste.

*N.B.* R=Regular.
M=Muster Roll.

## APPENDIX V

(*Vide* para No. 6.6 of Report)

*Total recruitment made during 1967, 1968 and 1969 vis-a-vis appointment of Hathia dasplaced affected persons in the heavy Engineering Corporation. Limited.*

| Year | Total recruitment made | No. of HD/HA persons employed | Percentage |
|---|---|---|---|
| 1967 | 767 (R. M/R) 410+357 | 357 | 46·4% |
| 1968 | 1333 (R. M/R) 596+727 | 727 | 54·95% |
| 1969 | 712 (R. M/R) 502+210 | 210 | 29·5% Approx. |

## APPENDIX VI

(*Vide* para No. 8.1 of Report)

*Statement showing various categories of training provided to Haria Displaced/Affected/Scheduled Tribe and Scheduled Caste persons in the H.E.C. Limited.*

| Sl. No. | Category | Period of training | Period of absorption | Total No. | S.T. | S.C. | Remarks |
|---|---|---|---|---|---|---|---|
| 1 | I.T.I. passed HD/HA/ST & SC candidates . | 6 months | Jan. 1968 | 24 | 10 | 1 | (All displaced/ affected ST/SC candidates) |
| 2 | Fresh Matriculates HD/HA/ST & SC candidates | 6 months | Oct. 1968 | 85 | 19 | 4 | Do. |
| 3 | Typist trainees . . . | 1-1/2 months | April, '69 | 22 | 19 | 3 | |
| 4 | I.T.I. passed HD/HA/ST and SC candidates . | 18 months | .. | 96 | 84 | 12 | |
| | | | TOTAL . | 227 | 132 | 20 | |

## APPENDIX VII

(*Vide* para 4 of Introduction)

*Summary of Conclusions|Recommendations contained in the Report*

| Sl. No | Reference to para number of the Report | Summary of Conclusions/Recommens |
|---|---|---|
| 1 | 2 | 3 |
| 1. | 2.5 | The Committee note that the Corporation would now maintain statistics relating to the employment of Scheduled Castes and Scheduled Tribes according to the proformae devised by the Bureau of Public Enterprises. They also note that annual returns with regard to the employment of Scheduled Castes and Scheduled Tribes are being furnished by the Corporation to the Ministry of Home Affairs and to the Ministry of Steel and Heavy Engineering. |
| 2. | 2.6 | The Committee would like to stress that the statistics on receipt should be carefully examined by the Bureau of Public Enterprises, keeping in view the percentage of reservations prescribed for Scheduled Castes and Scheduled Tribes. The deficiencies, if any, found in the representation of Scheduled Castes and Scheduled Tribes in the services of the Corporation, should immediately be pointed out to the Ministry of Steel and Heavy Engineering as well as to the Heavy Engineering Corporation so that effective remedial steps are taken expeditiously. |
| 3. | 3.14 | The Committee deplore that although the Heavy Engineering Corporation Limited, Ranchi was set up in December, 1958, the management of the Corporation did not follow the system of reservation for Scheduled Castes and Scheduled |

| 1 | 2 | 3 |
|---|---|---|
| | | Tribes in its services as prescribed for the Ministries/Departments of the Government of India, until a directive on the matter was issued to it in July, 1970. They are also unhappy to note that until this directive was issued, the circulars of the Ministry of Home Affairs providing for reservations and other concessions for Scheduled Castes and Scheduled Tribes in services were merely forwarded to the Corporation for its information and 'general guidance' and there was no mandatory directive to it to follow those orders in the matter of its services. |
| 4. | 3.15 | The Committee note that in the Recruitment Policy in regard to all Public Undertakings circulated by the Government in 1960, it has been laid down that it would be of advantage if persons coming from the nearby places of the location of a project are appointed in posts in lower scales. From the figures furnished to them, the Committee note with regret that employment opportunities actually offered to the displaced and affected persons, not to speak of persons coming from the nearby places of the location of the project, are deplorably low. |
| 5. | 3.16 | The Committee also note that in accordance with the Recruitment Policy of the Corporation laid down in 1964, while the recruitment of Category I posts is made by the Corporation on an all-India basis, merit and qualification being the principal criteria, recruitment to Category II posts i.e. all posts other than Category I posts, is being conducted on a regional basis with first preference to displaced and affected persons from the site of the project and the second preference to Scheduled Castes and Scheduled Tribes. According to this Recruitment Policy, a greater portion of vacancies in Category II posts should have gone to the Scheduled Castes and Scheduled Tribes |

| 1 | 2 | 3 |
|---|---|---|
| | | who form roughly 60 per cent of the displaced and affected persons from the project area. The Committee consider that the claim of the Corporation that they have been providing employment to a much larger number of Scheduled Castes and Scheduled Tribes than what has been prescribed in the fixed percentages has no relevance to facts. |
| 6. | 3.17 | The Committee note that recruitment to all posts other than Category I posts in the Corporation is made on regional basis and according to the Government of India reservation orders where recruitment is made on a regional basis, the percentages of reservations for Scheduled Castes and Scheduled Tribes have been fixed on the basis of the ratio which the population of the Scheduled Castes and Scheduled Tribes bears to the total population of the area or region, subject to a minimum of 5 per cent for Scheduled Tribes. In view of the fact that more than 61 per cent of the population of Ranchi district, the site of the Corporation, belongs to Scheduled Tribes, the Committee feel that there is urgent need for determination of the actual percentages of reservations for Scheduled Tribes in the services other than in Category I posts in the Corporation, which must be fulfilled by the management of the Corporation. |
| 7. | 3.18 | The Committee are also distressed to note that there have been complaints against the management of the Corporation that even in such lower posts as mazdoors, sweepers, oil-men, raggers, black-smiths, messengers, clerks, typists, teachers, stenographers, nurses, etc., claims of displaced and affected persons have been denied by the management. The Committee would therefore urge that a scrutiny should be made of the actual numbers of employees at present in the |

| 1 | 2 | 3 |
|---|---|---|
| | | services of the Corporation in posts other than in Category 1, to determine how many of them are held by displaced and affected persons from the areas acquired for the project, persons belonging to Scheduled Castes and Scheduled Tribes, persons who have been retrenched from other Government Undertakings, even if such undertakings are located at a distance far away from the area of the project, persons residing in the area in which the plant is located and finally to others, and they recommend that these statistical figures should be published in the annual reports of the Corporation. |
| 8. | 4.4 | The Committee note that with the issue of a directive dated the 7th July, 1970 to the Heavy Engineering Corporation Limited, Ranchi, it has become obligatory on the part of the management of the Corporation to abide by the system of reservations prescribed for the Government departments in regard to services under the Corporation. They hope that with the increase of the percentages of reservations by the Government of India for Scheduled Castes from 12½ per cent to 15 per cent and for Scheduled Tribes from 5 per cent to 7½ per cent in posts filled by direct recruitment on an all-India basis by open competition, the Heavy Engineering Corporation Limited will also raise upwards the percentages of reservations for Scheduled Castes and Scheduled Tribes accordingly. In this connection, the Committee would also like to invite the attention of the Ministry/Corporation to the following observations of the Ministry of Finance (Bureau of Public Enterprises) regarding increase in percentages of reservations for Scheduled Castes and Scheduled Tribes in the services of Public Undertakings (*vide* Seventh Report of this Committee, p. 1): |

| 1 | 2 | 3 |
|---|---|---|
| | | "If the existing percentages of reservation for Scheduled Castes and Scheduled Tribes in Government services are revised upwards, on the basis of the population figures of 1961 Census or otherwise, there may not be much objection to adopting these percentages for the Public Enterprises also." |
| 9. | 5.16 | The Committee are unhappy to note that in spite of the various measures stated to have been taken by the Heavy Engineering Corporation only 0.22 per cent Scheduled Castes and 1.25 per cent Scheduled Tribes are represented in Class I services of the Corporation as on 1st January, 1970. In Class II services the representation of Scheduled Tribes is 1.54 per cent. No Scheduled Castes are represented in Class II services. In Class III and Class IV services, in which recruitment is stated to be made locally, the percentages for Scheduled Tribes and Scheduled Castes are 4.19 and 0.51, and 27.21 and 5.44 respectively. The Committee regret to note that even in spite of the above mentioned poor representation of Scheduled Tribes and Scheduled Castes in the services of the Heavy Engineering Corporation, a large number of such candidates who apparently possessed the requisite qualifications were not selected during the last three years even after necessary interview. The Committee would like to re-emphasise their earlier recommendation on the subject as contained in paras 3.7 to 3.9 of their Fifth Report (Fourth Lok Sabha—1970) that the Corporations should invariably give specific reasons for not filling reserved vacancies by the candidates of these communities as enjoined by the Ministry of Home Affairs *vide* their Office Memorandum No. 14/12/67-Estt(D), dated the 10th April, 1968. |

| 1 | 2 | 3 |
|---|---|---|
| 10. | 5.17 | The Committee further suggest that while reporting vacancies to the Employment Exchanges, the Heavy Engineering Corporation should also indicate the number of posts in each category, which are reserved for Scheduled Tribes and Scheduled Castes. |
| 11. | 6.8 | The Committee note the measures taken by the Heavy Engineering Corporation to fill up the shortfall in vacancies and clear the backlog in various categories of posts. They also note that there has been some improvement in the representation of Scheduled Castes and Scheduled Tribes in the services of the Heavy Engineering Corporation since 1967. The Committee would, however, like to emphasize that there is imperative need to strictly follow the orders/instructions issued by the Ministry of Home Affairs/ Bureau of Public Enterprises/Ministry of Steel & Heavy Engineering so that there is appreciable increase in the representation of Scheduled Castes and Scheduled Tribes in the services of the Corporation. |
| 12. | 7.6 | The Committee regret to note that although the Ministry of Home Affairs have laid down that the Scheduled Caste and Scheduled Tribe candidates should, wherever feasible, be taken for interview in separate blocs and on separate dates so that they are not judged in comparison with general candidates, the Heavy Engineering Corporation does not interview such candidates in separate blocs and on separate dates. The Committee feel that due to non-adoption of these orders, the Scheduled Caste and Scheduled Tribe candidates would be at great disadvantage as compared to other candidates in so far as recruitment in Heavy Engineering Corporation Limited is concerned. The Committee would, therefore, |

| 1 | 2 | 3 |
|---|---|---|
| | | urge that the Scheduled Caste/Tribe candidates should be interviewed in separate blocs and on separate dates. |
| 13. | 8.2 | The Committee are glad to note that some training programmes were organised by the Heavy Engineering Corporation for displaced I.T.I.—passed boys and Matriculate Scheduled Castes and Scheduled Tribes, who on successful completion of training, were absorbed in the services of the Corporation. The Committee hope that many more such training programmes would be organised so that the shortfalls in the employment of Scheduled Castes and Scheduled Tribes in the services of the Corporation are made good with the least possible delay. |
| 14. | 9.2 | The Committee hope that now that the directive adopting the Ministry of Home Affairs' orders in connection with reservations for Scheduled Castes and Scheduled Tribes in services has been issued to the Heavy Engineering Corporation, necessary action for maintenanct of 40—Point Roster would be taken and appointments under the Corporation made accordingly. The Committee would urge that the Ministry of Steel and Heavy Engineering should take early action to set up a Cell in the Ministry which will make periodical inspection of the Roster maintained by the Corporation. |
| 15. | 10.5 | The Committee note that training programmes in the Corporation are available for all employees and for selection in such training programmes, the Scheduled Caste and Scheduled Tribe employees are treated at par with other employees. The Committee, however, would like to emphasise that the Scheduled Castes Tribes, because of their general and educational backwardness are in special need of specialised training so that they can compete with, and come to the required standard of, others for earning their due promo- |

| 1 | 2 | 3 |
|---|---|---|
| | | tions. The Committee would also urge that the recommendation of the Yardi Working Group, which has already been accepted by Government, should be implemented in full by the Corporation. |
| 16 | 11.3 | The Committee note that the Heavy Engineering Corporation had not so far been following the procedure regarding dereservation of posts reserved for Scheduled Castes and Schedultd Tribes and filling up of such vacancies by general candidates. The Committee would urge that now that the directive in regard to reservations for Scheduled Castes and Scheduled Tribes in the services of the Corporation has been issued, prior approval of the competent authority should be taken in all cases of dereservation of reserved posts. They also device that all cases of dereservation should henceforward be reported to the administrative Ministry with a note indicating the efforts made to get suitable candidate(s) in each case for their information. |
| 17. | 11.4 | The Committee would also want the Corporation to follow the latest instructions of the Governmtnt of India (*vide* Ministry of Home Affairs Office Memorandum No. 27/25/68-Est.(SCT) dated the 25th March, 1970) that the reserved vacancies which cannot be filled from among Scheduled Castes and Scheduled Tribes should be carried forward for three recruitment years instead of two recruitment years as heretofore. |
| 18. | 12.5 | The Committee note that there is no Complaints Cell in the Heavy Engineering Corporation specifically for redressal of grievances of Scheduled Caste and Scheduled Tribe employees. The Committee would, however, urge that, in view of the immensity of the problem and the dismal record of performance of the Corporation, the position in regard to setting up of a Complaints Cell exclusively for the Scheduled Caste/Tribe |

| 1 | 2 | 3 |
|---|---|---|
| | | employees should be reviewed and a fresh decision taken in the matter at the highest level in the administrative Ministry. |
| 19. | 13.5 | The Committee hope that now that the directive regarding reservations for Scheduled Castes/ Scheduled Tribes in the service of the Corporation has been issued by the Ministry, no time would be lost in adopting and acting upon all orders of the Ministry of Home Affairs in regard to appointments and promotions for Scheduled Castes and Scheduled Tribes in the service of the Corporation. The Committee also note that there has so far been no supersession of Scheduled Caste or Scheduled Tribe employees in the matter of promotion in the Heavy Engineering Corporation. |
| 20. | 14.6 | The Committee note that the Heavy Engineering Corporation has allotted some shops and shopping sites in the township of the Corporation to Scheduled Castes and Scheduled Tribes and that some petty contracts have also been awarded to Cooperative Societies|Samitis of Hatia Displaced/Affected Persons. The Committee would, however, urge that a study should be undertaken in regard to the various measures taken by the Corporation in the matter of social and economic rehabilitation of the Displaced and Affected Persons, Scheduled Tribes and Scheduled Castes amongst them in particular, and its result included in the annual report of the Corporation. |

GMGIPND—LS-II—2483 (Aii) LS-11-12-70—1135

© 1970 BY LOK SABHA SECRETARIAT

PUBLISHED UNDER RULE 382 OF THE RULES OF PROCEDURE AND CONDUCT OF BUSINESS IN LOK SABHA (FIFTH EDITION) AND PRINTED BY THE GENERAL MANAGER, GOVERNMENT OF INDIA PRESS, MINTO ROAD, NEW DELHI.